

INFORMATION TECHNOLOGY COMMITTEE

January 8, 2003

PLACE: Room 119, Darien Town Hall

TIME: 8:30 A.M.

ATTENDING: Pugh, Hovell, Penn, Dever, Ginsberg, Crary, Westcott, Harrel, Plehaty, Clarke, Fiftal, Watson, Adams

Mr. Harrel and Mr. Pugh welcomed Kim Westcott to the ITC, who will be replacing Ms. Sartori. Everyone introduced themselves to her.

ITC Minutes of November 6, 2002

Mr. Harrel moved adoption of the minutes as written. Mr. Penn seconded that motion. The minutes were then unanimously approved as written.

Role of ITC

Mr. Pugh noted the desire to get some “new blood” on the ITC. He was hoping to get someone with telecommunication experience on the Committee. Mr. Hovell said that the ITC is a good forum for discussion and coordination.

CIO Reports

Town Hall – Ms. Clarke reviewed her CIO report. GIS was then discussed. Ms. Clarke then outlined the two major technology projects in the upcoming budget – mobile data and orthophotographs for use with GIS. Mr. Crary said that they are now analyzing proposals for document management. He hopes to start implementation in summer. That budget item has \$35,000.

Mr. Harrel said that the Board of Selectmen would set up an account in the budget for possible replacement of Walsh system. This will serve as a “reserve”, and be about one half of the total request needed.

Document management/imaging was then discussed in more depth. Ms. Clarke noted that a disaster recovery plan is needed, as noted by the auditors.

Information Technology - Mr. Adams reviewed his CIO report. Mr. Pugh appreciated his data and materials, which were submitted as part of his report. Mr. Adams then reviewed his e-commerce presentation. He explained that Paypal is the cheapest way to go. He then reviewed the Network Capacity graphs. Mr. Pugh was impressed with the statistics presented. Mr. Adams noted that there are no new major IT projects, other than the purchase of 200 new computers for schools. Mr. Pugh said that the next ITC meeting would be on March 5th.

There being no other business, the meeting was then adjourned at 9:55 a.m.

Respectfully submitted,

Jeremy B. Ginsberg